APPENDIX A

ESTIMATION REPORTING FORM: ENERGY-EFFICIENCY PROJECTS

The purpose of the Estimation Reporting Form is to ensure the standardized collection of data on estimated impacts from energy-efficiency projects. There are four main sections in this form.

In **Section A** (Project Description), the reporter provides the following information: the title of the project, contact information on the principal project developer, and a brief description of the project. If multiple participants are involved in the project, then these people should be listed.

In **Section B** (Energy Use and Carbon Emissions), the reporter first provides information on the estimated baseline, estimated gross energy use due to the project, and estimated net energy use and carbon emissions. The reporter describes how free riders, positive project spillover and market transformation were estimated. In the last part of Section B, the reporter provides information on the measurement and operational uncertainties affecting the project (including a description of a contingency plan).

In **Section C** (Environmental Impacts), the reporter indicates, via a checklist, the types of environmental impacts that could be affected by the project, the types of mitigation activities that could be conducted, and consistency of the project with environmental laws and, if applicable, environmental impact statements.

In **Section D** (Socioeconomic Impacts), the reporter indicates, via a checklist, the types of socioeconomic impacts that could be affected by the project, and the types of mitigation activities that could be conducted.

A. PROJECT DESCRIPTION

A1. Title of project:

A2. Principal project developer and contact:

Item	Please fill in if applicable
Name of principal project developer[1]:	
Name of project developer (English):	
Mailing address:	
Telephone:	
Fax:	
Contact person for this project:	
Mailing address:	
Telephone:	
Fax:	
Email:	

[1]If multiple participants are involved in the project, then they need to assign one of the participants as the "principal project developer" to complete this form. Other participants are not allowed to report on the impacts of this specific project, to avoid multiple reporting.

A3. Other participants

List other participants:

A4. Project Description

Briefly describe the project:

B. ENERGY USE AND CARBON EMISSIONS

B1. Estimated Energy Use and Carbon Emissions in Baseline [At Time of Project Registration]

Estimate annual energy use and carbon emissions (1) for the unadjusted baseline (without free riders), (2) free riders, and (3) for the baseline (adjusted for free riders). Indicate the level of precision for each value.

Estimated	Unadjusted Baseline (1)	Level of Precision[a]	Free Riders (2)	Level of Precision[a]	Without - Project Baseline (3=1-2)	Level of Precision[a]
On-site fuel use (Terajoules = 10^{12} joules/yr.)						
Carbon emissions factor [b] Type of fuel:						
Carbon emissions (tC/yr.)						
On-site electricity use (MWh/yr.)						
Carbon emissions factor [b] Type of fuel:						
Carbon emissions (tC/yr.)						
Off-site fuel use (Terajoules = 10^{12} joules/yr.)						
Carbon emissions factor [b] Type of fuel:						
Carbon emissions (tC/yr.) [c]						
Off-site electricity use (MWh/yr.)						
Carbon emissions factor [b] Type of fuel:						
Carbon emissions (tC/yr.) [c]						
TOTAL Carbon emissions (tC/yr.)						

[a] Indicate the level of precision used for project values: use either (1) standard deviation around the mean value, or (2) general level of precision (e.g., low, medium, high) — if more information is available, additional levels of precision can be used.

[b] Specify type of fuel used for calculating carbon emissions factor.

[c] Indicate carbon reductions from off-site electric utility plant(s).

B2. Estimated Gross Changes in Energy Use and Carbon Emissions from Project [At Time of Project Registration]

Estimate annual energy use and carbon emissions (1) for the unadjusted project, (2) from positive project spillover, (3) from market transformation, and (4) for the "with-project" scenario. Indicate the level of precision for each value.

Estimated	Unadjusted With Project (1)	Positive Project Spillover (2)	Market Transformation (3)	With-Project (4=1+2+3)
On-site fuel use (Terajoules = 10^{12} joules/yr.)				
Carbon emissions factor [b] **Type of fuel:**				
Carbon emissions (tC/yr.)				
On-site electricity use (MWh/yr.)				
Carbon emissions factor [b] **Type of fuel:**				
Carbon emissions (tC/yr.)				
Off-site fuel use (Terajoules = 10^{12} joules/yr.)				
Carbon emissions factor [b] **Type of fuel:**				
Carbon emissions (tC/yr.) [c]				
Off-site electricity use (MWh/yr.)				
Carbon emissions factor [b] **Type of fuel:**				
Carbon emissions (tC/yr.) [c]				
TOTAL **Carbon emissions (tC/yr.)**				

[a] Indicate the level of precision used for project values: use either (1) standard deviation around the mean value, or (2) general level of precision (e.g., low, medium, high) — if more information is available, additional levels of precision can be used.

[b] Specify type of fuel used for calculating carbon emissions factor.

[c] Indicate carbon reductions from off-site electric utility plant(s).

B3. Estimated Net Changes in Energy Use and Carbon Emissions from Project [At Time of Project Registration

Calculate the net change in annual energy use and carbon emissions by subtracting "with-project" values (taken from Table B2) from "without-project baseline" values (taken from Table B1). Indicate the level of precision for each value.

Estimated	Without-Project Baseline (1)	Level of Precision[a]	With-Project (2)	Level of Precision[a]	Net Change in Energy Use and Emissions (3=1-2)	Level of Precision[a]
On-site fuel use (Terajoules = 10^{12} joules/yr.)						
Carbon emissions factor [b] **Type of fuel:**						
Carbon emissions (tC/yr.)						
On-site electricity use (MWh/yr.)						
Carbon emissions factor [b] **Type of fuel:**						
Carbon emissions (tC/yr.)						
Off-site fuel use (Terajoules = 10^{12} joules/yr.)						
Carbon emissions factor [b] **Type of fuel:**						
Carbon emissions (tC/yr.) [c]						
Off-site electricity use (MWh/yr.)						
Carbon emissions factor [b] **Type of fuel:**						
Carbon emissions (tC/yr.) [c]						
TOTAL **Carbon emissions (tC/yr.)**						

[a] Indicate the level of precision used for project values: use either (1) standard deviation around the mean value, or (2) general level of precision (e.g., low, medium, high) — if more information is available, additional levels of precision can be used.

[b] Specify type of fuel used for calculating carbon emissions factor.

[c] Indicate carbon reductions from off-site electric utility plant(s).

B4. Free Riders

B4.1. Describe how free ridership was estimated:

B5. Positive Project Spillover

B5.1. Describe how positive project spillover was identified and estimated, and discuss options within the project to account for spillover:

B6. Market Transformation

B6.1. Describe how market transformation was estimated:

B7. Uncertainty

B7.1. Identify and discuss key measurement and operational uncertainties affecting all energy and emission estimates:

Measurement Uncertainties:

Operational Uncertainties:

B7.2. Describe the project's contingency plan that identifies potential project uncertainties and discusses the contingencies provided within the project estimates to manage the uncertainties.

Contingency plan:

B7.3. Assess the possibility of local or regional political and economic instability in the short-term (5 years or less) and how this may affect project performance.

Political and economic instabilities:

C. ENVIRONMENTAL IMPACTS

C1. Indicate whether the project will have one or more environmental impacts and, where appropriate, describe the type of impact.

	Potential Environmental Impacts	
	Impact Category	**Comments**
❑	Dams and reservoirs*	Implementation and operation
❑	Effluents from power plants	Air, water and solid effluents from power plants
❑	Hazardous and toxic materials	Manufacture, use, transport, storage and disposal
❑	Indoor air quality	Measures to maintain and/or improve indoor air quality
❑	Industrial hazards	Prevention and management
❑	Insurance claims	Reduced losses in personal and commercial lines of coverage
❑	Occupational health and safety	Plans
❑	Water quality	Protection and enhancement
❑	Wildlife and habitat protection or enhancement	Protection and management

*Without project

C2. Identify any proposed mitigation activities.

Mitigation activities:

C3. Indicate whether an environmental impact statement (EIS) has been filed and that the response to the checklist of environmental impacts is consistent with the EIS.

❑	EIS filed
❑	EIS not filed
❑	Checklist consistent with EIS
❑	Checklist not consistent with EIS. Explain reasons:

C4. Indicate whether any environmental laws apply to these impacts and that the response to the checklist of environmental impacts is consistent with the environmental laws.

❑	Applicable environmental laws
❑	Checklist consistent with environmental laws
❑	Checklist not consistent with environmental laws. Explain reasons:

D. SOCIOECONOMIC IMPACTS

D1. Indicate whether the project will have one or more socioeconomic impacts and, where appropriate, describe the type of impact.

❑	Cultural properties (archeological sites, historic monuments, and historic settlements)
❑	Distribution of income and wealth
❑	Employment rights
❑	Gender equity
❑	Induced development and other sociocultural aspects (secondary growth of settlements and infrastructure)
❑	Long-term income opportunities for local populations (e.g., jobs)
❑	Public participation and capacity building
❑	Quality of life (local and regional)

D2. Identify any proposed mitigation activities.

Mitigation activities:

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